

**U.S. Department of
Transportation**

ORDER

**DOT 2301.1
XX-XX-XX**

Subject: Capital Programming

- 1. PURPOSE.** The purpose of this Manual is to:
 - A.** Ensure, through the use of a structured and integrated capital programming process compliant with statutory and federal guidance, that DOT organizations make sound business investments supportive of strategic goals and that they effectively manage and control their investment portfolio.
 - B.** Employ a ONE DOT cross-cutting perspective for those investments in capital assets which affect multiple organizations.
 - C.** Simplify and streamline capital asset information gathering by providing a single source of Departmental guidance.
- 2. CONTENT AND FORMAT.** The Manual contains policy and procedures for establishing an effective and efficient investment process consistent with the ONE DOT philosophy. The Manual was conceived as an electronic document and will be available only on the Internet in electronic form, consistent with the intent of the Government to reduce/eliminate paperwork.
- 3. SCOPE.** DOT organizations must employ a capital planning process to manage their capital portfolios when appropriated funds are used to acquire, implement and operate capital assets. Working capital and fee-for-service organizations need only address assets for their internal use or that support multiple DOT organizations.
- 4. REVISIONS.** All significant revisions to the Manual will be coordinated electronically with Heads of Operating Administrations and Departmental Officers, including electronic submission of comments. Non-significant revisions (e.g., change in website addresses for referenced documents) will not be coordinated.
- 5. AUTHORITY.** The DOT Capital Programming Manual is official Departmental guidance to be used by DOT organizations in executing the capital programming process.
- 6. CANCELLATION.** The Major Acquisition Policies and Procedures (MAPP) in Chapter 1234, Appendix A, of the Transportation Acquisition Manual was cancelled by the Capital Programming Framework memorandum issued by the Deputy Secretary on July 8, 1999. The Manual supersedes the memorandum.